

**TOWN OF WALLACE**  
**MONTHLY TOWN COUNCIL MEETING**  
**March 12, 2020**  
**7:00 pm**

The Wallace Town Council held its regularly scheduled monthly meeting in the Council Chambers at the Town Hall.

The following Governing Body members were present:

Charles C. Farrior, Jr., Mayor  
Council Member/Mayor Pro-Tem Wannetta Carlton  
Council Member Frank Brinkley (arrived late)  
Council Member Jeff Carter  
Council Member Francisco Rivas-Diaz  
Council Member Jason Wells

The following members of the Governing Body were absent:

NONE

Also Present were:

Larry Bergman, Town Manager	Anna Heath, Town Attorney
David Bizzell, Parks & Recreation Director	David Morgan, Police Captain
Brent Dean, Public Services Director	Sharon Robison, Library Director
Shameshia Fennell, Finance Director	Davis Carr
Rod Fritz, Planning Director	John Smith
Lisa Horning, Police Detective	Abby Cavenuagh, Duplin Times
Gage King, Airport Manager	

Mayor Charley Farrior called the regular meeting to order with a quorum of the governing body members present and the invocation was given by Council Member Francisco Rivas-Diaz.

The Pledge of Allegiance was recited.

Oath of Office – Police Officer

Police Captain David Morgan introduced Police Officer Harrison Blake Raynor and provided some information on his background. Mayor Farrior administered to Officer Raynor while his father and daughter held the Bible, his wife pinned on his badge.

### Adoption of the Agenda

Mayor Farrior called for discussion of the agenda and asked that an item be added under new business for a Parks & Recreation item. Council Member Jason Wells made a motion to adopt the agenda with that addition. The motion was seconded by Council Member Rivas-Diaz and approved by unanimous vote.

### Public Comment Period

There were no comments from the public.

Mayor Pro-tem Wannetta Carlton read a message from County Manager Davis Brinson on the importance of completing the Census Form.

### Consent agenda

Minutes from the February 13, 2020 monthly meeting, February 21, 2020 continued meeting and the February 28, 2020 Budget Retreat

Mayor Farrior called for discussion of the minutes. Council Member Jeff Carter made a motion to approve the minutes as submitted which was seconded by Council Member Wells and approved by unanimous vote.

### Tax Report

Finance Director Shameshia Fennell presented the Tax Report for the period ending March 12, 2020 and said that collections were up 3.19% compared to last year and up 4.59% compared to the 10-year overall and \$1,711.90 was received from payment plans.

### Tax Releases

*There were no tax releases.*

### Tax Foreclosure Attorney Agreement

Ms. Fennell reviewed the highlights of the tax foreclosure attorney agreement pointing out that the increase in fees is actually paid by the property owner. If we “pull back” any foreclosures already given to them on which they have begun working, we would have to pay a fee of \$1,200.

### Budget Amendments

Finance Director Shameshia Fennell presented budget amendment #14 and said Budget Amendment #15 will be discussed later in the meeting under another item.

Council Member Wells made a motion to approve budget amendment #14. The motion was seconded by Council Member Rivas-Diaz and approved by unanimous vote.

### **PUBLIC HEARINGS**

#### Unified Development Ordinance (UDO) Text Amendment for Building Height in the Highway Business Zoning District and Text Amendment to Revise and Clarify Density Calculations for Multi-Family Development

Council Member Carter made a motion to open a public hearing for text amendments to the Town's UDO which was seconded by Council Member Carlton and approved by unanimous vote.

Town Planner Rod Fritz reviewed the item details briefly and Town Manager Larry Bergman added some other details. There were no questions.

Mr. Fritz discussed the text amendment to clarify the density calculations for multi-family development and its effects. Mr. Fritz indicated that a majority of circumstances under which a Special Use Permit (SUP) would be required will be eliminated with this amendment. Town Attorney Anna Heath and Manager Bergman made additional comments.

Council Member Wells made a motion to close the public hearings. Council Member Carlton seconded the motion which was approved by unanimous vote.

### **Old Business**

#### Action on Public Hearing Items

Council Member Wells made a motion to approve an amendment to the Town's UDO for building height in the highway business zoning district which was seconded by Council Member Carlton and approved by unanimous vote.

Council Member Rivas-Diaz made a motion to approve an amendment to the Town's UDO to revise and clarify density calculations for multi-family development. The motion was seconded by Council Member Wells and approved by unanimous vote.

### Historic District Property Preservation Program

Manager Bergman said tonight's item is to approve the creation of a program and a budget amendment to fund a revolving loan fund for properties in the historic district. The program would be administered by a committee (yet to be determined) although the Council agreed should be comprised of three (3) members of the Historic District Commission, one (1) Council Member, an individual in construction, a financial person (i.e. banker, accountant) and one (1) real estate professional. Council Member Wells agreed to represent the Council on this committee.

Council Member Wells made a motion to create a Historic District Property Preservation Program which was seconded by Council Member Carlton and approved by unanimous vote.

Council Member Carlton made a motion to approve budget amendment #15 to create a revolving loan fund for Historic District Property Preservation. The motion was seconded by Council Member Rias-Diaz and approved by unanimous vote.

### **New Business**

#### Encroachment Agreement with NCDOT (Cameras and Speakers on Main St.)

Police Detective Lisa Horning explained that this is for equipment the Town has on the railroad signal arms on Main St. Attorney Heath accepted the agreement as satisfactory, but the State Attorney General's Office advised the Town should either sign the agreement as is or remove the equipment.

Council Member Wells made a motion to approve the agreement with NCDOT which was seconded by Council Member Rivas-Diaz and approved by unanimous vote.

#### Approval of Financing for Purchase of New Police Vehicle

Finance Director Shameshia Fennell reported that bids had been solicited for the purchase of a 2019 Ram 1500 for the Police D. Three bids were received and Ms. Fennell recommended the Council approve the funding terms from Truist Bank (formerly BB&T).

Council Member Carter made a motion to approve a Resolution Approving Financing Terms with Truist Bank in the amount of \$34,866.28 at a fixed interest rate of 2.12% for three (3) years. The motion was seconded by Council Member Wells and approved by unanimous vote.

#### Approval of Updated Bylaws for the Wallace Airport Advisory Commission

Airport Manager Gage King reviewed the proposed Bylaws with the Council. He added that they have been reviewed and approved by the Town Attorney and the Airport Commission.

Council Member Rivas-Diaz made a motion to approve the Bylaws Henderson Field Airport Advisory Commission which was seconded by Council Member Wells and approved by unanimous vote.

#### Approval of Rental Agreement for Airport Property

Mr. King and the Town Attorney provided an overview of the proposed month-to-month rental agreement. If approved the Town Manager can execute the rental agreement.

Council Member Wells made a motion to approve the month-to-month lease agreement. The motion was seconded by Council Member Carlton and approved by unanimous vote.

#### Approval of Work Authorization No.18-03 Land Acquisition and Relocation

Mr. King presented work authorization No.18-03 for the purchase of five (5) properties related to future airport expansion. He added that the work authorization has been approved by the North Carolina Division of Aviation (NCDOA).

Council Member Wells made a motion to approve work authorization No.18-03 that was seconded by Council Member Carlton and approved by unanimous vote.

#### Consideration of Suspension of Athletic Programs

Parks & Recreation Director David Bizzell said that other programs in the area suspended their activities until April 6 because of the coronavirus. The Council agreed that caution was the better route to take and the Town would follow the lead of other programs.

Council Member Carlton made a motion to suspend all athletic programs and events until April 6. The motion was seconded by Council Member Wells and approved by unanimous vote.

#### Financial Reports

Finance Director Fennell presented the Financial Reports. Ms. Fennell that as February is a "short" month some of the figures may be a bit off but overall as expected.

### Hurricane Reports

Ms. Fennell reported that Cat A, debris removal of approximately, from Florence was denied. She added that funds for by FEMA. Mayor Farrior stated that he has contacted some of the Town's elected officials at the State and Federal level regarding our Cat A debris removal appeal. She stated that funds for Hurricane Dorian were obligated for reimbursement.

Mayor Farrior inquired about the audit as its completion affects the Town's ability to apply for USDA loans and grants. Ms. Fennell said she may be able to provide USDA with a draft copy.

### Council Reports

Council Member Carlton mentioned cleaning up an area on Hwy 41 the has been discussed previously.

Council Member Wells expressed his appreciation that Cumberland Street had been paved.

Council Member Carter also mentioned the area on Hwy 41 near the Fast Lane as an area of concern.

Council Member Carter asked about stormwater drainage issues in some areas that need attention. Public Services Director Brent Dean will follow-up on this.

Council Member Rivas-Diaz expressed his thanks for the tour of the WWTP, Airport and Library. He asked if anyone else had heard that Smithfield BBQ was coming to Wallace and no one has.

### Mayor's Report

Mayor Farrior asked if any complaints regarding trash pick-up had been received lately. Public Services Director Dean said one of the trucks broke down which delayed pick up on one (1) street last week but overall not many.

Mayor Farrior asked Attorney Heath about progress on the Main St./College St. property. Ms. Heath said she was reviewing note she received from Richard Burrows, putting together exhibits and looking for a physical address for the owner.

(Council Member Brinkley arrived)

Mayor Farrior asked about scheduling a second meeting for the month. The Council agreed to continue the meeting on March 26, 2020 at 6:00 pm.

### Department Head Reports

Rod Fritz, Town Planner directed the Council to his report in the meeting packet. Council Member Carlton and Mayor Farrior both had some code enforcement issues they wanted to discuss with Mr. Fritz.

David Bizzell, Parks & Recreation directed Council to his report in the meeting packet. He added that he is looking at a potential archery program.

Gage King, Airport Manager discussed the AWOS (Automated Weather Observing System) and estimated having it up and running in 1 to 2 years.

Sharon Robison, Library Director reported on the Pi Day contest and ESL (English as a Second Language) program. The ESL may be offered to the public and staff in collaboration with JSCC (James Sprunt Community College). Ms. Robison added that she is working on possibly digitizing old copies of *The Wallace Enterprise*.

Brent Dean, Public Services Director reported that the two (2) proposed well sites were approved so the engineer will continue to work on that project. The parking issue on Railroad St. is being addressed and some additional signs will be ordered and put up. He directed the Council to his monthly report.

Shameshia Fennell, Finance Director said that a course she was to attend at the School of Government was cancelled.

Jason Wells reported for the Fire Department that the fire tax was approved. The Department will now focus on preparing for an ISO (Insurance Services Office) inspection.

### Town Manager's Report

Town Manager Larry Bergman reported on the following:

- Update from Governor Cooper's coronavirus conference call
- Filming a tv pilot downtown and at Boney Mill Park
- Policy for remote participation in Council meeting

With there being no other business to discuss at this time, Council Member Wells made a motion continue the meeting on Thursday, March 26, 2020 at 6:00 pm. The motion was seconded by Council Member Rivas-Diaz and approved by unanimous vote.

Respectfully submitted,

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Charles C. Farrior, Jr., Mayor

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Jacqueline Nicholson, CMC, NCCMC  
Town Clerk



**TOWN OF WALLACE  
BUDGET ORDINANCE AMENDMENT #14  
BATCH 32020  
FOR BUDGET 2019-2020**

BE IT ORDAINED by the Town Council of the Town of Wallace, North Carolina the following amendments be made to the budget for the fiscal year ending June 30, 2020:			
<b>Section I:</b>	<b>General Fund</b>		
<u>Revenues:</u>			
<b>Account Number</b>	<b>Account Description</b>	<b>Decrease</b>	<b>Increase</b>
10-3470-020	ABC Net Revenues-Police		\$3,300.00
10-3650-040	Youth Basketball		\$5,998.00
10-3650-060	Soccer/Flag Football		\$807.00
<b>Section II:</b>	<b>General Fund</b>		
<u>Expenditures:</u>			
<b>Account Number</b>	<b>Account Description</b>	<b>Increase</b>	<b>Decrease</b>
10-4200-080	Professional Services	\$600.00	
10-4200-140	Travel/Seminar/Meetings	\$30.00	
10-4600-160	Maint/Repair Equipment	\$430.00	
10-5000-330	Department Supplies	\$550.00	
10-5000-360	Uniforms-Building	\$100.00	
10-5100-080	Professional Services	\$30.00	
10-5100-160	Maint/Repair Equipment	\$1,860.00	
10-5100-265	Public Relations	\$450.00	
10-5100-540	General Insurance	\$1,616.00	
10-5300-080	Professional Services	\$1,000.00	
10-5400-575	Façade Grant	\$1,000.00	
10-5600-331	Light Expenses	\$1,563.00	
10-6200-075	Computer Maint/Support	\$10.00	
10-6200-080	Professional Services	\$475.00	
10-6200-160	Maint/Repair Equipment		\$185.00
10-6200-170	Maint/Repair Vehicles	\$435.00	
10-6200-182	Football	\$1,564.00	
10-6200-183	Youth Basketball	\$1,320.00	
10-6200-260	Advertising	\$149.00	
10-6200-450	Contracted Services		\$3,000.00
10-6600-115	Postage	\$2.00	
10-6600-330	Department Supplies	\$106.00	
	<b>General Fund Total</b>	<b>\$13,290.00</b>	<b>\$13,290.00</b>
<b>Section III</b>	<b>Water &amp; Sewer Fund</b>	<b>Decrease</b>	<b>Increase</b>
<b>Revenues</b>			
<b>Account Number</b>	<b>Account Description</b>		

30-3290-000	Interest Earned – W/S Fund		\$2450.00
<b>Section IV</b>	<b>Water &amp; Sewer Fund</b>	<b>Increase</b>	<b>Decrease</b>
<b>Expenditures</b>	<b>Account Description</b>		
30-6600-023	Overtime		\$2,557.00
30-6600-095	Employee Appreciation	\$227.00	
30-6600-150	Maint/Repair Facilities	\$131.00	
30-6600-130	Department Supplies	\$46.00	
30-8100-180	Maint/Repair Buildings		\$2,000.00
30-8100-530	Subscriptions	\$669.00	
30-8200-023	Overtime	\$1,608.00	
30-8200-080	Professional Services	\$3,233.00	
30-8300-020	Salaries-Stevcoknit/WWTP		\$2,000.00
30-8300-080	Professional Services	\$1,700.00	
30-8300-140	Travel/Seminars/Meetings	\$750.00	
30-8300-530	Dues & Subscriptions	\$643.00	
	<b>Water &amp; Sewer Fund Total</b>	<b>\$9,007.00</b>	<b>\$9,007.00</b>
<b>Section V</b>	<b>Storm Drainage</b>	<b>Increase</b>	<b>Decrease</b>
<b>Expenditures</b>	<b>Account Description</b>		
59-5900-150	Maint/Repair Storm Drainage	\$3,565.00	
59-5900-700	Capital Outlay-Storm Drainage		\$3,565.00
	Storm Drainage Total	\$3,565.00	\$3,565.00
	<b>TOTAL ALL FUNDS:</b>	<b>\$25,862.00</b>	<b>\$25,862.00</b>

**Section VI: Copy to Finance Director:**

Copies of this budget amendment shall be delivered to the Finance Director for their direction in the disbursement of funds:

**Adopted this the 12<sup>th</sup> day of March, 2020**

Attest: \_\_\_\_\_

Jacqueline Nicholson, Town Clerk

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Charles C. Farrior, Jr., Mayor

**TOWN OF WALLACE  
BUDGET ORDINANCE AMENDMENT #15  
FOR BUDGET 2019-2020**

BE IT ORDAINED by the Town Council of the Town of Wallace, North Carolina the following amendments be made to the budget for the fiscal year ending June 30, 2020:			
<b>Section I:</b>	<b>General Fund</b>		
<u>Revenues:</u>	<b>Account Description</b>	<b>Decrease</b>	<b>Increase</b>
<b>Account Number</b>			
10-3990-000	Appropriated Fund Balance		\$50,000.00
<u>Expenditures:</u>		<b>Increase</b>	<b>Decrease</b>
10-4200-580	Transfer to HDP Revolving Loan Fund	\$50,000.00	
<b>Section II:</b>	<b>HDP Revolving Loan Fund</b>		
<u>Revenues:</u>			
<b>Account Number</b>	<b>Account Description</b>	<b>Decrease</b>	<b>Increase</b>
40-3000-000	General Fund Proceeds		\$50,000.00
<u>Expenditures:</u>		<b>Increase</b>	<b>Decrease</b>
40-4600-000	Loan Funds	\$50,000.00	

**Section III:**                    **Copy to Finance Director:**

Copies of this budget amendment shall be delivered to the Finance Director for their direction in the disbursement of funds:

**Adopted this the 12<sup>th</sup> day of March, 2020**

Attest: \_\_\_\_\_  
Jacqueline Nicholson, Town Clerk

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Charles C. Farrior, Jr., Mayor